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DEPARTMENT OF THE AIR FORCE  
1130TH AEROSPACE TECHNICAL DEVELOPMENT  
AND TRAINING GROUP  
Edwards Air Force Base, California 93523

ATTG Reg 127-1

1 June 1970

Safety

ACCIDENT/INCIDENT REPORTING

This regulation establishes the general policies and procedures which will be followed by all personnel involved in the reporting of accidents/incidents.

1. References:

- a. Headquarters Directive 50-10-20, 25 August 1969.
- b. AFR 127-4, 18 July 1969, as amended.
- c. Message, IN 41170, 17 March 1970.

2. Accidents/incidents will be brought to the attention of the Commander, Deputy Commander, or acting commander as soon as possible following occurrence. Determination of what constitutes a reportable incident must initially be made by the first supervisor becoming aware of the circumstance, and subsequently by the appropriate director. If any doubt exists, notification of the Commander will be made day or night without regard for the hour.

3. Rapid notification of the Commander is desirable, but will not jeopardize timely forwarding of information to higher headquarters via phone or message when deemed appropriate. Directors, their alternates, and duty officers, are authorized to release information should notification problems be encountered.

4. Telephonic reports will be made with due regard for security and need only be factual and concise. Phone calls will be followed by a preliminary message report and as many supplemental message reports as needed to provide complete data. Messages will follow the AFR 127-4 format (Atch 1). Only applicable line items need be included and the preliminary Recital Z message, using "Flash" precedence, should follow initial telephonic calls with minimum delay. Headquarters will be the only addressee. The communications standby will be utilized as required to complete these actions during non-duty hours.

5. Copies of Attachment 1 will be maintained in the Command Post and readily available in the Directorates. Initial duty hour telephonic notification will

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be made to the Headquarters Control Center. After duty hours calls will use a current listing based upon Reference c. The listing is available to all potential Duty Officers through the Orderly Room.



R.A. SCHAMBER, Colonel, USAF  
Commander

1 Attachment  
AFR 127-4 Format

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STAT

Message Title:

Precedence: FLASH

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ACCIDENT/INCIDENT REPORTING (AFR 127-4 FORMAT)

Subject: \_\_\_\_\_

(TYPE EQUIPMENT)

(ACCIDENT/INCIDENT)

(PRELIM/OR SUPP NO.)

1. (Date and local time of occurrence)
2. (Location of occurrence)
3. (Equipment model and serial number)
4. (Home station of equipment)
5. (Damage classification - major/minor/accident/incident - man hours for repair)
6. Identification of pilot/operator and degree of injury - safety and survival equipment used)
7. (Identification of other crew members - degree of injury - safety and survival equipment used)
8. (Identification of PAX - degree of injury - safety and survival equipment used)
9. (Aircraft mission, type clearance, T.O. time, destination, duration of flight)
- 10.. (Phase of operation - preflight, T.O., periodic inspection, etc)
11. (Narrative of facts and circumstances leading up to occurrence)
12. (Weather at time and place of occurrence)
13. (Known or suspected cause factors)
14. (Known or suspected materiel deficiency)
15. (Other property damage or personnel injury)
16. (Additional info)
  - A. (Preventive action taken or contemplated)
  - B. (Disposition of equipment/wreckage)
  - C. (Date FAA notified)

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- D. (Violation)
- E. (Classified material on board)
- F. (News release status)
- G. (Other pertinent info)
- 17. (Cognizant official and phone number)

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